PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	30/10/2021	Prepared by:	N. Shraya
PO/WO no.	8214A	PO / WO Date.	22/10/2021
Supplier Name	Vivid World	PO/WO amount	1,197.7/-
Firm/Company	Silver oak villas LLP	Project	SOV - (1)

Sl. No.	Bill No.	Bill Date	Bill amount
1	2197	27/10/2021	1197.7/-
2			
3			
4			

Amount A – Bills total(Excluding Transport & Hamali Charges): 1197.7/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.				☐ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No

Amount B – Other Credits : Transportation charges	-
Amount C – Other Debits :	-
Amount D (D=A+B-C) – Amount to be credited to the supplier:	1197.7/-
Amount E – PO / WO value:	1197.7/-
Amount F – Difference (A – E): GST-18%	-
Quantity received as per PO /WO	☑ Yes ☐ Excess received ☐ Short received ☐ Other (explained below)
Is difference between PO / Bill acceptable?	~~☐ Yes ☐ No (explained below)~~
Excess / short material received	~~☐ Approved – within~~ acceptable limits ☐ No (explained below)
Close PO / W?O	☑ Yes ☐ No – wait for balance material ☐ No (explained below)
Advance paid / PDC given (deduct when paying)	☐ Yes – Rs._____/- ☑ No
Payment – due date	1/11/2021
Remarks:	

Final Bill

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Shraya	[signature]					
Date	30/10/2021	30/10/21					

Notes: 1. In case amount to be credited to supplier and the bills total does not match prepare JV for debit or credit. 2. Attach additional sheets if quantity of bills or DCs is more than the space provided. Clearly mark the space provided with 'see attachment'. 3. Purchase Officer can approve Pos/Wos upto Rs. 10,000/-, Purchase Manager or Procurement Manager to approve all bills from 10,000/- to 1,00,000/- . 4. Attach JV, Office copy of PO/WO, DCs and bills to this advice. 5. In Amount A, exclude transport, Hamali charges, etc and instead include in Amount B. 6. To be approved by accounts manager if bill value exceeds Rs. 10,000/- 7. MD to approve all bills above 1,00,000/-

1369

Requisition Form

Company Name:	Silver Oak Villas LLP-III	Date:	22-10-21
Site & Phase :	Silver Oak Villas-III	Time:	10.00
Supplier		Req. No.	183707
Material required before date:	URGENT	ID No.	70569

No	Description	Size	Quantity	Units	Inward No	Date
1	Cartridge Refiling		03	Nos		
2						
3						
4	82147					
5						
6						
7						
8						
9						
10						

Remarks: -For site office purpose

Prepared By	B.Meenakshi	Approved by	
Sign.& Date	22-10-21	Sign. & Date	

Note: On receipt of material at site write inward number and date in last 2 columns.

APPROVED
28 OCT 2021
MANISH PARIKH
MANAGER PROCUREMENT

M/s. VIVID WORLD

A Complete Solution for all your cartridge needs

Flat No. 503, G2 Block, Indu Aranaya Pallavi Apts., Bandlaguda,
Nagole, Hyderabad – 500 068, Telangana State. Tel : +91-9246215868

GSTIN : 36AVTPS1528D1ZB

TAX INVOICE

Invoice No. : 2197			Transport Mode :
Invoice Date :27/10/2021			Vehicle Number :
Reverse Charge (Y/N) :			Date of Supply :
State : TELANGANA	Code	36	
Bill to Party			Ship to Party
Address: M/S. SILVER OAK VILLAS LLP (CHERLAPALLY SITE) , 5-4-187/3$4, MG ROAD , SECBAD.			5782
GST: 36ADBFS3288A2Z7			GSTIN :
State : TELANGANA	Code		State : Code

Product Description	HSN Code	UOM	Qty.	Rate	Amount	TAXABLE VALUE	CGST RATE	CGST AMT	SGST RATE	SGST AMT	TOTAL
HP 12A LASER TONER REFILLING	3707		03	230.00	690.00	124.20	9%	62.10	9%	62..10	814.20
HP 12 ALASER TONER DRUM	8443		01	325.00	325.00	58.50	9%	29.25	9%	29.25	383.50
					1015.00	182.70					1197.70

RS . ONE THOUSAND ONE HUNDRED NINTY SEVEN AND SEVENTY PAISE ONLY

(RS .1197.70)

	1015.00
ADD :CGST 9%	91.35
ADD: SGST 9%	91.35
Total Amount After Tax	1197.70

SUMMIT SALES LLP * R.R. DIST. *
IN WARD
No: 9615D
Date: 28.10.21
Sign:

Bank Details

Bank Name	: INDIAN BANK
Branch	: Narayanguda Branch
Bank A/C	: 406746378
Bank IFSC	: IDIB000N015

INWARD WITH TIME:
Inward No: 16041 Dt: 27/10/21
Common Seal
MRN No: Dt:
Received By: Sign:
SILVER OAK VILLAS LLP

Certified that the particulars given above are true and correct

For VIVID WORLD

VIVID WORLD Hyderabad Narayanaguda

Authorized Signatory

27-10-2021 17:20:30

Purchase Order

82147
25.10.21 1:32:48

From Company : **Silver Oak Villas LLP**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36ADBFS3288A2Z7

Supplier Details

Vivid World
204, Kubera Towers, Narayanaguda, Hyderabad.

GSTIN 36AVTPS1528D1ZB
6682-3161/ 6682-3171 92462-15868

Doc No	82147	183707
Doc Date	22-10-2021	
Quote No	Nil	
Quote Date	22-10-2021	
SupplyType	Supply	

Kind Attn : Mr. Vishal

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	3523 - Computers and Peripherals - Toner refill - NA - nos	3.00	230.00	0.00	18.00	814.20
2	3522 - Computers and Peripherals - Toner drum - NA - nos	1.00	325.00	0.00	18.00	383.50
	Total Order Value . . .					**1,197.70**

Rupees : One Thousand One Hundred Ninty Seven and Paise Seventy Only.

Terms and Conditions :-

Specification /	As per details given in the quotation
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Same Day
Delivery Location	Silver Oak Villas Part III Sy .No.11,12,14,15,16,17,18 , 294 Phone. 0
Penality For Delay	Nil
Transportation	Included in the above price.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right items not conforming to quality and specifications. Above order for Site office urpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For *Silver Oak Villas LLP*
Authorised Signatory

28/10/2021

Name : ______

Accepted the above Terms And Conditions
For *Vivid World*

Name : ______

Date : __/__/____